

**CANTON PARK COMMISSION
BOARD MINUTES
MONTHLY MEETING
FEBRUARY 16, 2016**

The Canton Board of Park Commissioners met in a regular meeting on February 16, 2016

Attendees:

Board Members: President - Andrew Black, Member – Sam Sliman, Member – Mike Hanke

Staff Members Present: Park Director – Derek Gordon, Assistant Park Director – Dan Kunz

Community Members: CJRD President – J.R. Rinaldi, John Stone

The meeting was called to order at 4:00pm by President Black.

ADMINISTRATIVE ACTIONS

1. Welcome of New Commissioners – Samuel Sliman and Michael Hanke
2. Election of Officers
 - a. Commissioner Hanke made a motion to nominate Commissioner Black as President of the Park Commission. Commissioner Sliman seconded the motion. Motion carried unanimously.
 - b. Commissioner Black made a motion to nominate Commissioner Hanke as Vice President of the Park Commission. Commissioner Sliman seconded the motion. Motion carried unanimously.
3. Meeting Times – After discussion about the Commissioners' availability the future meeting date and times were moved to the second Wednesday of each month at 5:00pm with the exception of the March meeting which will be held on Tuesday, March 8th.

OLD BUSINESS:

1. 2015 Levy Campaign / Transition Update – Director Gordon reviewed the campaign strategies and actions that were discussed at the most recent Levy Campaign Committee meetings. He also provided an update of upcoming campaign activities and meetings.
2. Annual Report Approval Consideration - Director Gordon presented a draft copy of the 2015 annual report. He also commended Recreation Director Mytinger for his willingness to combine the Recreation annual report with the Park annual report for the first time in the history of the two organizations. The Commission commended this collaboration. Commissioner Hanke motioned to approve the Annual Report. Commissioner Sliman seconded the motion. Motion carried unanimously.

EVENT REQUESTS:

1. Sweat Now / Wine Later – Martindale Park – May 7th - Director Gordon presented a partnership proposal for the Commission's review for this upcoming event. The Commission requested that consideration of this event be tabled until a full financial proforma and cost estimates was submitted by runCanton.
2. National Walking Day – Live Well Stark County – Stadium Park – April 6th (Fee Waiver) - Commissioner Sliman motioned to approve the event request with the fee waiver as it is a free public event. Commissioner Hanke seconded. Motion carried unanimously.
3. Frostbite Frolic – National Brain Tumor Society – Stadium Park – February 20th - Commissioner Black motioned to approve the event request pending the receipt of all appropriate documentation. Commissioner Sliman seconded. Motion carried unanimously.
4. Making Strides Against Breast Cancer – Stadium Park – October 23rd - Commissioner Black motioned to approve the event request. Commissioner Sliman seconded. Motion carried unanimously.

5. Easter Egg Hunt – 11th St Church of God - Canton Garden Center Grounds – March 26th (Fee Waiver)
Commissioner Black motioned to approve the event request with the fee waiver as it is a free public event.
Commissioner Hanke seconded. Motion passed unanimously.

NEW BUSINESS:

1. Moral Obligation –Furbay Electric - \$42.84 – Director Gordon presented a moral obligation for expenses related to maintaining the holiday light display that exceeded the blanket purchase order for Furbay Electric. Commissioner Sliman motioned to approve the moral obligation. Commissioner Hanke seconded. Motion carried unanimously.
2. Moral Obligation – OPRA Conference Travel Expenses - \$252.52 - Director Gordon presented a moral obligation for expenses related to a miscommunication with the length of the hotel reservation for the Ohio Park and Recreation Association Conference in Sandusky, Ohio. Commissioner Sliman motioned to approve the moral obligation. Commissioner Hanke seconded. Motion carried unanimously.
3. Park Property Repurposing Approvals
 - i. Cornelia, Grovemiller, Northview, Waynesburg, Marion (Mini Park #1), Lawn Avenue (Mini Park #5), Economy Court (Mini Park #9), Lawn Avenue (Mini Park #32) – Director Gordon presented a list of park properties that have been recommended through the master plan process for repurposing along with a list of procedures required to sell the properties. Director Gordon requested that the Commission consider giving him approval to begin this process for each property. Given the addition of two new Commissioners, the Commission asked that this item be tabled until the March meeting for additional review.
4. Stadium Park Pedestrian Bridge Review – Director Gordon requested permission to move \$10,000 of the 2016 capital budget from the Barker Spring House renovation project to the Stadium Park Pedestrian Bridge project to fill in the gap in expenses that the vendors which are donating the majority of the labor and materials for the project are unable to cover. Director Gordon stated that if the Commission approved of this budget adjustment that the parks would be spending approximately \$25,000 - \$30,000 in comparison to well over \$100,000 in donated labor and materials. The Commissioners asked that consideration of this request wait until after the outcome of the March election to determine whether the overall capital budget will need to be reallocated to continue general operations.
5. Vassar Park Art Installation Request – Mr. Tom Phillips from the Vassar Park Neighborhood Association presented a proposal for an art installation involving a tree in Vassar Park that had been lopped off due to a windstorm. \$4,500 of the funding for the project would partially be provided through the Ward 9 park funds as requested by Councilman Frank Morris. Commissioner Black motioned to approve this request contingent upon passage of the park levy at the March election to determine whether these funds will need to be reallocated to continue general operations. The motion also included the inspection of the tree by an Arborist prior to beginning the installation. Commissioner Sliman seconded the motion. Motion carried unanimously.
6. Metal Detector Request – Mr. Nathan Van Camp - Commissioner Black motioned to approve the request. Commissioner Sliman seconded the motion. Motion carried unanimously.
7. Financial Report (December and January) –
 - i. Commissioner Black motioned to approve the December report. Commissioner Sliman seconded the motion. Motion carried unanimously.
 - ii. Commissioner Black motioned to approve the January report. Commissioner Hanke seconded the motion. Motion carried unanimously.
8. Director's Report – Director Gordon presented his monthly report to the Commission. (See Attached)
9. Executive Session - Commissioner Black motioned to enter into Executive Session for the purpose of discussing personnel matters at 5:35pm. Commissioner Sliman seconded the motion. Motion carried unanimously.

Commissioner Sliman exited the meeting at 5:53pm

Commissioner Black motioned to exit Executive Session at 5:53pm. Commissioner Hanke seconded. Motion passed unanimously.

Commissioner Black motioned to rescind the 3% raises for administrative staff that were originally approved in October of 2015. Commissioner Hanke seconded the motion. Motion carried unanimously.

Commissioner Black motioned to adjourn at 5:55pm. Commissioner Hanke seconded. Motion carried unanimously. Meeting adjourned.

Next Park Commission Meeting is scheduled to be held at 5:00pm on March 8th, 2016 at the Canton Parks and Recreation Offices.

Andy Black, President

Derek Gordon, Director